

**DATE:** February 21, 2005

**TO:** County Emergency Management Directors

**FROM:** Ronald R Kasperski, Hazardous Materials Officer

**SUBJECT: Course Recruitment: WMD/Terrorism Incident Defensive Operations for Emergency Responders (NT200)**

The Wisconsin Division of Emergency Management will sponsor the course **WMD/Terrorism Incident Defensive Operations for Emergency Responders – (NT200)** on **May 24-26, 2005** at Volk Field, Camp Douglas, WI. The course will begin at 8:00 a.m. on Tuesday, May 24<sup>th</sup>, and conclude at approximately 4:00 p.m. on Thursday, May 26, 2005. The Office of Domestic Preparedness will be providing instructors from Texas A&M University. Dress is casual.

This 24-hour course is a hazardous materials operations course that focuses on the special challenges faced by responders in dealing with a WMD or Terrorist incident. Participants will learn how to respond to a HAZMAT incident in a defensive mode, which will require dressing in Level B Hazmat gear. Concentrating on the characteristics of these materials, these responders will be able to preclude the spread of the hazard to the public and environment. This course meets the requirement of both OSHA 29CFR1910.120 and The Office of Domestic Preparedness requirement at the Operational level.

We request that you recruit attendees from your emergency management community who have a background in HAZMAT response and have instructor credentials. This course is being reviewed as a possible standard for the fire service at the operation level.

If you travel more than 50 miles one way and do not desire to commute, **we will make reservations** for you at Volk Field. Emergency Management will provide lodging (*for those traveling 50-miles or more one way*) and meals for all participants; however, the cost of travel, and any other incidental expenses associated with your stay are a local responsibility. Additional administrative information will be provided in letters of confirmation to be sent when the course rosters are finalized.

Please have prospective participants complete the attached registration form, and return the form to your Regional Office no later than **APRIL 24, 2005**.

Thank you for helping us to bring emergency management training to your community. If you have questions, or need further information, please call your Regional Director or Lisa Olson-McDonald at (608) 427-1794.

Encl: Registration Form

cc: WEM Management Staff  
Regional Offices  
Level A Teams  
Lisa Olson-McDonald  
Al Bresley

**REGISTRATION INFORMATION**  
**WMD/TERRORISM INCIDENT DEFENSIVE OPERATIONS FOR EMERGENCY**  
**RESPONDERS - (NT200)**  
**MAY 24-26, 2005**  
**Volk Field, WI**

*Please complete the information below and send it to your County Director by April 23, 2005. County Directors must submit this registration to their Region Office no later than April 24, 2005. Due to the demand for emergency management training, we recommend that you submit your applications as soon as possible. (Reproduce this sheet locally for additional people.)*

(PLEASE PRINT CLEARLY)

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_ AGENCY \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_  
*(MUST BE PROVIDED TO REGISTER)*

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTY \_\_\_\_\_

WORK PHONE # \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

*State Privacy Provision*

*Authorization: Wisc Stats 166.03 and E.O. 9397.*

*Disclosure: Disclosure of personal information is voluntary; however, nondisclosure may result in delay in processing your application.*

*Secondary Purpose: In accordance with Wisconsin Privacy Provision 15.04(m) Wisc Stats, the personal information you provide may be used for purposes other than for which it was collected.*

**LODGING INFORMATION**

\_\_\_\_\_ I do not need a room.

\_\_\_\_\_ I live over 50 miles, please reserve a room for me as indicated below:

**PLEASE CIRCLE THE NIGHTS THAT YOU NEED A ROOM**

MONDAY,            MAY 2, 2005

TUESDAY,            MAY 3, 2005

WEDNESDAY,    MAY 4, 2005

**Do you require any special accommodations for a physical disability? (Please NOTE: Volk Field does not have a publicly accessible elevator).**

**SIGNATURE OF COUNTY EM DIRECTOR/DATE OF RECEIPT: \_\_\_\_\_**

**SIGNATURE OF REGIONAL DIRECTOR/DATE OF RECEIPT: \_\_\_\_\_**